

ONE STOP PERMITTING

CITY OF BIRMINGHAM
DEPARTMENT OF PLANNING, ENGINEERING & PERMITS
710 20th Street, North
ROOM 210, CITY HALL
BIRMINGHAM, ALABAMA 35203

Randall L. Woodfin
Mayor

Andre V. Bittas
Director

SIGN PERMIT APPLICATION

P.I.D. No.: _____ Address Verified By: _____
Modified Address: _____

Date _____
Case No. _____
Master No. _____
Project No. _____

Please print or type legibly and fill in all that apply

Job Site Address: _____
Location: (floor, wing, suite, etc.) _____
Project Name _____

☐ PROPERTY OWNER

NAME: _____
ADDRESS: _____
CITY/STATE/ZIP: _____
PHONE:() _____ CELLULAR:() _____
FAX:() _____ PAGER:() _____
EMAIL: _____

☐ TENANT

NAME: _____
ADDRESS: _____
CITY/STATE/ZIP: _____
PHONE:() _____ CELLULAR:() _____
FAX:() _____ PAGER:() _____
EMAIL: _____

☐ Contractor* ☐ Tenant ☐ Architect* ☐ Designer* ☐ Engineer*

NAME: _____
COMPANY NAME: _____
ADDRESS: _____
CITY/STATE/ZIP: _____
PHONE:() _____ CELLULAR:() _____
FAX:() _____ PAGER:() _____
EMAIL: _____

*Applicant is required to be authorized by owner to undertake work

CONTACT PERSON: _____ ADDRESS: _____
CITY/STATE/ZIP: _____ PHONE:() _____ CELLULAR:() _____
FAX:() _____ PAGER:() _____ EMAIL: _____

Supply dimensioned plot plan showing placement of proposed sign, placement of all other signs for this premise and dimensions from property lines and building walls.

PROPOSED USE

☐ On-Premise Permanent
☐ On-Premise Portable
☐ Off-Premise
☐ On-Premise Temporary
☐ On-Premise Roof

TYPE OF WORK

☐ Alterations
☐ New
☐ Large Assembly

FEATURES

☐ Electrical
☐ Illumination
☐ Animation

CONFIGURATION

☐ Monument
☐ Pole
☐ Projecting
☐ Wall
☐ Window
☐ Roof Sign
☐ Other _____

OVERALL HEIGHT OF SIGN

_____ ft.

NO. OF FACES

SIGN FACE AREA

_____ sq. ft.

OTHER SIGNS ON PREMISE

_____ sq. ft.

TOTAL SIGNS ON PREMISE

_____ sq. ft.

BUILDING FACADE AREA

_____ sq. ft.

DESCRIPTION OF WORK: _____

FOR STAFF USE

PERMIT FEE WAIVED

☐ Yes ☐ No

PENALTY FEE

☐ Yes ☐ No

PENALTY FEE WAIVED

☐ Yes ☐ No

CERTIFICATION

I hereby certify that I have read this application and that all information contained herein is true. If any portion of this information, either intentionally or unintentionally, is false or is a misrepresentation of the material facts, the permit or process granted will be void. I further certify that if I am not the owner, I have proper authorization from the owner to act as representative on his/her behalf and that I may be required to provide written documentation of such authorization to the City of Birmingham.

If the valuation on a commercial project is \$50,000 and over, the contractor **must** have an Alabama General Contractors license.

Signature (Applicant) _____

Date _____

FEEES BASED ON CURRENT ADOPTED TECHNICAL CODE

If sign requires electricity, an Electrical permit is required prior to issuance of Sign permit.

PEP2017-10-23